



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD  
MINUTES**

**April 15, 2021 6:30 P.M.**

**Meeting Held Electronically Due to COVID-19 Pandemic**

**1. CALL MEETING TO ORDER** at 6:31 p.m. by Chair, Suzanne Meenahan

**2. ROLL CALL via Zoom Conference**

Board Members: Suzanne Meenahan, Chair; Rebecka Ratcliffe, Vice Chair and Liaison to Foundation;  
Kerrie De Ieso; Tim O'Leary

Absent: Crystal Garcia

Library Director: Will Worthey

Staff Note Taker: Audrey Smith

**3. CONSENT CALENDAR**

- a. The Minutes for the March 18, 2021 meeting were accepted.
- b. Library Use Report for March 2021 was accepted.

Library Director reported that the librarians are facilitating a few virtual book groups in genres such as mystery and science/sci-fi. He said these book groups will continue for a few months and participants currently range from five to eleven in the groups. Library Director stated that the stats in the Library Use Report continue to be low due to reduced foot traffic from COVID building capacity limits.

**4. PUBLIC COMMENTS**

None were lodged.

**5. BOARD COMMENTS**

**a. Current Library Narratives.**

Chair Meenahan expressed delight in seeing photos of the Lego build challenge from young library patrons.

**b. Report from the Library Foundation meeting.**

Vice Chair Ratcliffe reported that she attended the last Library Foundation meeting and the following topics were discussed: A marketing plan to reach out to a wider group of people, rebranding, finding professional help to get marketing materials such as posters and bookmarks made, updating the logo, and how to engage professional groups like CPAs and their clients to consider library donations in financial planning. Vice Chair Ratcliffe also reported that the Foundation approved the proposal to spend money and plans to meet every two months, instead of once a quarter. Vice Chair Ratcliffe stated that it was encouraging for her to see the willingness to branch out and broaden the reach of the Foundation by its board members. She was also encouraged by the forward thinking and positive energy during the meeting.

**6. REPORTS**

**a. DECA architecture chosen for the atrium repair assessment: Library Director.**

Library Director reviewed what has already transpired regarding the atrium leak of Objective A1 in the 2021-2026 Strategic Plan. He stated that:

- 1) Three of the five architectural firms the City of Newberg has worked with submitted bids.
- 2) One firm decided to not submit a proposal, because a senior staff member was a personal friend of the Library Director on a personal level.

3) The three proposals were reviewed and scored by the Library Director, City Engineer, and Public Works Director.

4) DECA Architecture was selected as the most advantageous. According to the Library Director, DECA was transparent in stating the names of the principals who will be doing the actual work, and has a building envelope specialist on retainer with IIBEC certification. The Library Director also stated that the price of DECA's services was reasonable.

Chair Meenahan asked if we can get funding from the American Rescue Plan Act of 2021 for this atrium repair. Library Director responded by stating that if there are no opposing Federal regulations in the act to the atrium plans, he plans to pursue this funding source, especially if we have a shovel ready proposal to submit. The Library Director also stated that the current Newberg City Council, and two council members in particular, are very supportive of using city money to help with library projects.

b. **Digitization announcement: Chair Meenahan.**

Chair Meenahan stated that she is meeting with Tom Tesmer, Jeff Van Bergen, and the Library Director next Monday to discuss the digitization process of the Newberg Graphic. The Library Director stated that he is particularly interested in the setup of equipment Van Bergen has expertise in for this process.

## 7. OLD BUSINESS

a. **Demographic data on Russian-speaking residents: Chair Meenahan, Board Member De Ieso.**

Board Member De Ieso reported that she did not find a lot of information regarding languages spoken in Oregon households. She stated that the data found about the Russian language spoken in Oregon households was 21 years old and Russian was 3<sup>rd</sup> on the list. Board Member De Ieso gave an overview of a 2-3 year old article found online about a North Portland elementary school that had a Russian immersion program. She said this program had two classes to begin with and one class was eventually cut due to waning interest. Board Member De Ieso also stated that she did not find any documentation about Russian settlements in Yamhill County, unlike those in Marion County. Board Member De Ieso stated that once the new census data comes out in October, she will take a look for the Board to see if there is any relevant data considering there is a question on this census about language spoken at home.

b. **Initial steps to serve Dundee residents: Vice Chair Ratcliffe.**

Vice Chair Ratcliffe reported that the Library Director confirmed the yearly fee for the City of Dundee to join CCRLS would be approximately \$25,000. Vice Chair Ratcliffe stated that she spoke with Dundee Elementary principal, Reid Langdon, about joining CCRLS and including the Newberg Public Library in the new design of the elementary school. Vice Chair Ratcliffe also stated that she spoke with Luke Neff who encouraged her to participate in the design team of this remodel / expansion. A discussion ensued among board members about going before Dundee City Council once the Board is able to present a vision and give options for expanding library services into Dundee. The Library Director stated that he thinks a two to three-tier proposal may be available in the fall to present to City Council.

## 8. NEW BUSINESS

a. **Return to in person meetings discussion: All**

Board members tentatively agreed to move forward with an in-person board meeting in June, held on the second floor of the Library Annex, which will still adhere to social distancing protocol.

**9. NEXT MEETING/STEPS**

**Library Advisory Board:** May 20, 2021

**10. ADJOURNMENT**

The Library Board adjourned at 7:11 p.m.

Submitted: Will Worthey, Board Secretary / Library Director